## Courts-Martial, Continued

## Courts-Martial Transaction, Continued

The following is a breakdown of the fields and the action to be taken on each field for Screen 3 of 6\*:

Field	Action		
Number of Days	If restriction was imposed, enter the number of days		
Restricted	restriction was awarded.		
Is Total Forfeiture	Enter a 'Y' if a total forfeiture of all pay and allowances is		
of All	awarded to the member.		
Pay/Allowances	(If Suspended for any period of time on initial		
awarded?	submission DO NOT enter 'Y', leave as 'N').		
	<b>Note:</b> If forfeiture is awarded but suspended, insure the		
	information concerning the suspension and period of		
T. C.'.	time is included in the narrative block).		
Forfeiture per	If forfeiture was imposed on the member, enter the		
Month	amount of forfeiture (rounded down to the nearest whole		
	dollar), e.g., \$200.50 would be 00200.		
	The following rules apply:		
	If all of the forfeiture is suspended, then enter the amount in this field.		
	suspended, then enter the amount in this field.		
	• If a portion of the forfeiture will be executed, then only enter the amount that will be executed.		
Months			
Wionuis	forfeiture.		
Reduced Pay	If the member is being reduced, enter the pay grade to		
Grade	which the member is being reduced (i.e., if member is a		
	YN2 and is being reduced to YN3, then E4 should be		
	entered).		
	<b>Note:</b> This field should be entered even if the reduction was		
	suspended.		
Is member	If the member was awarded a letter of reprimand or		
awarded a	admonition enter 'Y'.		
reprimand/			
admonition letter?			
Is punitive	Enter 'Y' if member was awarded a punitive discharge.		
discharge awarded			
Days Confinement	Enter the number of days confinement at Hard Labor if		
at Hard Labor	member was awarded this punishment.		
Hard Labor w/o	,		
Conf. No. Days	without confinement if member was awarded this		
	punishment.		

## Courts-Martial, Continued

## Courts-Martial Transaction, Continued

The following is a breakdown of the fields and the action to be taken on each field for Screen 3 of 6\*, continued:

Field	Action		
Fine Amount	If a fine was imposed on the member, enter the amount of		
	the fine (rounded down to the nearest whole dollar), e.g.,		
	\$2000.50 would be 0002000.		
	The following rules apply:		
	• If the entire fine is suspended, then enter the amount in		
	this field.		
	• If all of the fine is being executed and not suspended,		
	then enter the amount in this field.		
	• If a portion of the fine will be executed, then only		
	enter the amount that will be executed.		
If the Forfeiture,	If the member was awarded a forfeiture, reduction in rank		
Reduction in Rank,	and/or fine and either of these three are being executed		
or Fine is being	(i.e., not being suspended) then this field should be		
imposed, then press	changed to 'Y'.		
'Y'			

Once you have entered the information on Court-Martial - Initial (Screen 3 of 6\*), press <GO> or F1.

You have completed this transaction if the field "If the Forfeiture, Reduction in Rank, or Fine is being imposed, then press 'Y" remains at 'N' on Screen 3 of 6\* and the field "Is this a vacation of a suspended punishment?" remains at 'N' on Screen 1 of 6\*.

If any one of the two questions above were answered 'Y' for YES, then Court Martial - Initial (Screen 4 of 6\*) will appear:

Court Martial - Initial (Screen 4 of 6*)			
000-00-0001	YN3	DOE, JOHN	
	Pay Forfeiture		
	Execute this Forfeiture?:	Y	
	Monthly Forfeiture:	00200	
	Number of months:	02	
	Amount pay forfeiture awarded:	0000400	

Continued on next page

11-B-8 CH-2 Disciplinary Actions